

ATTACHMENT "A"  
TO MEMORANDUM



**Riviera Beach Community  
Redevelopment Agency**

**Executive Director**

**Recruitment Proposal**

**May 1, 2020**



630 Dundee Road

Suite 130

Northbrook, IL 60062

847-380-3240

[info@GovHRusa.com](mailto:info@GovHRusa.com)

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## About Us

***A note about COVID-19 -- We are carefully monitoring and follow recommendations from the federal, state and local governments with respect to travel and in person meetings. We are successfully working with clients via video and by utilizing electronic files. We can work with you on community engagement strategies, employee panel interviews and other important steps in a hiring process. We've had several clients hire candidates utilizing video interview processes and several more are scheduled.***

GovHR is a public management consulting firm serving local government clients and other public-sector entities across the country. Our headquarters are in Northbrook, Illinois. We are a certified Female Business Enterprise in the State of Illinois and work exclusively in the public and non-profit sectors. GovHR offers customized executive recruitment services, management studies and consulting projects for local government and organizations who work with local government. Please note the following key qualifications of our firm:

- Since our establishment in 2009, our consultants have conducted more than 450 recruitments in 31 states, with an increase in business of at least 30% each year. Twenty-eight (28%) of our clients are repeat clients, the best indicator of satisfaction with our services.
- Surveys of our clients show that 94% rate their overall experience with our firm as Outstanding and indicate they plan to use our services or highly recommend us in the future.
- Our state of the art processes, including extensive use of social media for candidate outreach and video interviews with potential finalist candidates, ensure a successful recruitment for your organization.
- Our high quality, thorough recruitment brochure reflects the knowledge we will have about your community and your organization and will provide important information to potential candidates.
- We are committed to providing you with a pool of candidates that reflects the diversity of your community. We support the following organizations with our time as well as provide financial resources: National Forum for Black Public Administrators, Local Government Hispanic Network, League of Women in Government and Engaging Local Government Leaders.

### About the Owners

GovHR is led by Heidi Voorhees, President, and Joellen Cademartori, Chief Executive Officer.

Ms. Voorhees has conducted more than 250 recruitments in her management consulting career, with many of her clients repeat clients, attesting to the high quality of work performed for them. In addition to her 17 years of executive recruitment and management consulting experience, Ms. Voorhees has 19 years of local government leadership and management service, including ten years as the Village Manager for the Village of Wilmette, Illinois.

Ms. Cademartori is a seasoned manager, with expertise in public sector human resources management. She has held positions from Human Resources Director and Administrative Services Director to Assistant Town Manager and Assistant County Manager. Ms. Cademartori has worked in forms of government ranging from Open Town Meeting to Council-Manager and has supervised all municipal and county departments ranging from Public Safety and Public Works to Mental Health and Social Services. She has worked in Massachusetts, North Carolina, and Illinois.

## Our Team

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### Recruitment Consultants & Main Point of Contact:

**James Dinneen**

Vice President  
Ponce Inlet, Florida  
386-846-2612

[JDinneen@GovHRusa.com](mailto:JDinneen@GovHRusa.com)

**Heidi J. Voorhees**

President  
847-380-3243

[HVoorhees@GovHRusa.com](mailto:HVoorhees@GovHRusa.com)

### Proposal Inquiry:

**Laurie Pederson**

Administrative Services Director  
847-380-3198

[LPederson@GovHRusa.com](mailto:LPederson@GovHRusa.com)

### GovHR Owners:

**Heidi J. Voorhees**

President  
847-380-3243

[HVoorhees@GovHRusa.com](mailto:HVoorhees@GovHRusa.com)

**Joellen J. Cademartori**

Chief Executive Officer  
847-380-3239

[JCademartori@GovHRusa.com](mailto:JCademartori@GovHRusa.com)

## References

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The following references can speak to the quality of service provided by GovHR.

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### **Norwalk Redevelopment Agency, Connecticut**

David Westmoreland, Board Member  
125 East Avenue  
Norwalk, CT 06851  
203-854-7810

[dqwestmoreland@yahoo.com](mailto:dqwestmoreland@yahoo.com)

Marc Grenier, Attorney  
(203) 846-9585 Ext. 117  
[mgrenier@dandvlaw.com](mailto:mgrenier@dandvlaw.com)

Recruitments conducted:  
Executive Director, 2019

### **Bloomington-Normal Economic Development Council, Illinois**

John Hesse  
Board Chairman  
Bloomington-Normal Economic  
Development Council  
200 West College Avenue  
Suite 402  
Normal, IL 61761  
309-268-2148

[John.hesse@advocatehealth.com](mailto:John.hesse@advocatehealth.com)

Recruitments conducted:  
President/CEO, 2019

### **Highland, Indiana**

Michael Griffin  
Clerk-Treasurer  
3333 Ridge Road  
Highland, IN 46322  
219-838-1080

[mgriffin@highland.in.gov](mailto:mgriffin@highland.in.gov)

Recruitments conducted:  
Redevelopment Director, 2017

## Scope of Services – Full Scope Recruitment

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A typical recruitment and selection process takes approximately 175 hours to conduct. At least 50 hours of this time is administrative, including advertisement placement, reference interviews, and due diligence on candidates. We believe our experience and ability to professionally administer your recruitment will provide you with a diverse pool of highly qualified candidates for your position search. GovHR clients are informed of the progress of their recruitment throughout the entire process. We are always available by mobile phone or email should you have a question or need information about the recruitment.

### Phase I: Position Assessment, Position Announcement & Brochure

One-on-one or group interviews will be conducted with stakeholders identified by the client to develop the Recruitment Brochure. We have a variety of other options for gathering input:

- Dedicated email and surveys to obtain feedback from stakeholder groups
- Public Forums conducted by our consultants

A combination of the above items can be used to fully understand community and organizational needs and expectations for the position.

Development of a **Position Announcement** to be placed on websites and social media

Development of a thorough **Recruitment Brochure** for client review and approval



Agreement on a detailed **Recruitment Timetable** – a typical recruitment takes between 90 to 120 days from the time you sign the contract to appointment of the finalist candidate.

### Phase II: Advertising, Candidate Recruitment & Outreach

We make extensive use of social media as well as traditional outreach methods to ensure a diverse and highly qualified pool of candidates. In addition, our website is well known in the local government industry – we typically have 6,000 visits to our website each month. Finally, we develop a database customized to your recruitment and can do an email blast to thousands of potential candidates.

Phase II will include the following:

- GovHR consultants will personally identify and contact potential candidates in person, via email, and also via telephone.
- Develop a database of potential candidates from across the country unique to the position and to the client, focusing on:
  - Leadership and management skills
  - Size of organization
  - Experience in addressing challenges and opportunities also outlined in Phase I
- The database will range from several hundred to thousands of names and an email blast will be sent to each potential candidate.



## Scope of Services - Continued

- Placement of the Position Announcement in appropriate professional online publications:
  - Public sector publications & websites
  - Social media
    - LinkedIn (over 15,000 connections)
    - Facebook
    - Twitter
    - Instagram
- GovHR will provide you with a list of advertising options for approval



### **PHASE III: Candidate Evaluation & Screening**

Phase III will include the following steps:

- Review and evaluation of candidates' credentials considering the criteria outlined in the Recruitment Brochure
- Candidates will be narrowed down to those candidates that meet the qualification criteria
- Candidate evaluation process:
  - Completion of a questionnaire explaining prior work experience
  - Live Video Interview (45 minutes to 1 hour) conducted by consultant with each finalist candidate
  - References (at least 2 references per candidate will be contacted at this time)
  - Internet/Social Media search conducted on each finalist candidate



All résumés will be acknowledged and inquiries from candidates will be personally handled by GovHR, ensuring that the client's process is professional and well regarded by all who participate.

### **Phase IV: Presentation of Recommended Candidates**

Phase IV will include the following steps:

- GovHR will prepare a Recruitment Report presenting the credentials of those candidates most qualified for the position.
- GovHR will provide a binder which contains the candidates' materials along with a "mini" résumé for each candidate so that each candidate's credentials are presented in a uniform way.
- Client will receive a log of all applicants and may review résumés if requested
- Report will arrive in advance of the Recruitment Report/Presentation.



GovHR will spend approximately 2 hours with the client reviewing the recruitment report and providing additional information on the candidates.



## Scope of Services - Continued

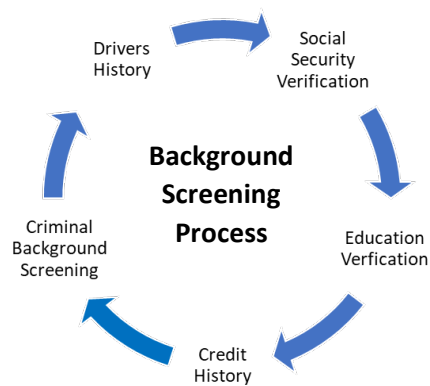
### Phase V: Interviewing Process & Background Screening

Phase V will include the following steps:

GovHR will:

- Develop the first and second round interview questions for your review and comment
- Coordinate candidate travel and accommodations, if travel is requested.
- Provide you with interview books that include:
  - Candidates Credentials
  - Set of questions with room for interviewers to make notes
  - Evaluation sheets to assist interviewers in assessing the candidate’s skills and abilities

Background screening\* will be conducted along with additional references contacted:



\*Per state and federal regulations

GovHR will work with you to develop an interview schedule for the candidates, coordinating travel and accommodations. GovHR consultants will assist with all the interviews, serving as a resource and facilitator.

GovHR will coordinate a 2-Step Interview process. The first round interviews will include five or six candidates. The second round interviews will include two or three candidates. GovHR will supply interview questions and an evaluation form.

In addition to a structured interview, the schedule can incorporate:

- Tour of client facilities (optional)
- Interviews with senior staff

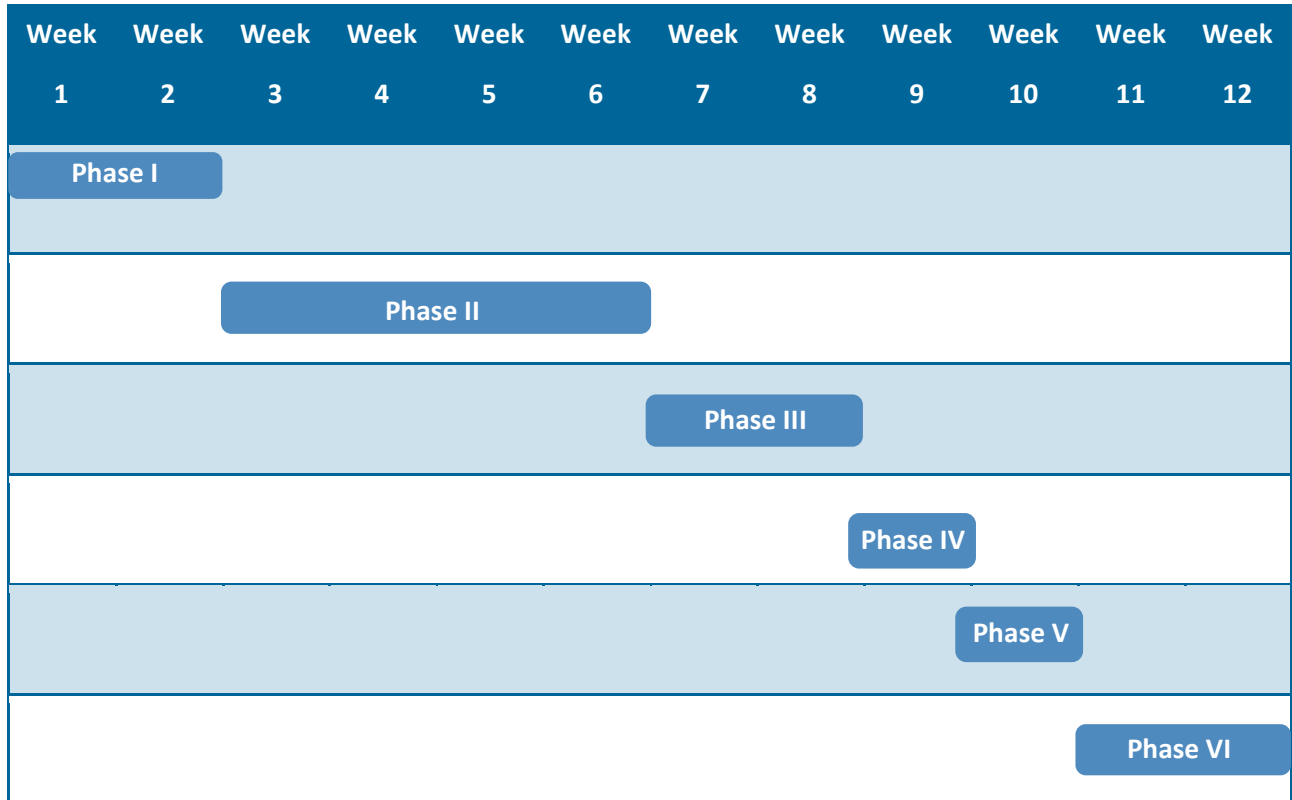
## Scope of Services - Continued

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### Phase VI: Appointment of Candidate

- GovHR will assist you as much as you request with the salary and benefit negotiations and drafting of an employment agreement, if appropriate.
- GovHR will notify all applicants of the final appointment, providing professional background information on the successful candidate.

## Project Timeline



- Weeks 1 & 2                      Phase 1: On Site Interviews & Brochure Development
- Weeks 3 thru 6                Phase 2: Advertising, Candidate Recruitment & Outreach
- Weeks 7 & 8                    Phase 3: Candidate Evaluation & Background Screening
- Week 9                            Phase 4: Presentation of Recommended Candidates
- Week 10                         Phase 5: Interview Process & Additional Background Screening
- Weeks 11 & 12                Phase 6: Appointment of Candidate

## Full Scope Recruitment – Price Proposal

### Summary of Costs:

This cost proposal is predicated on conducting the recruitment virtually with the use of conference calls and video.

If travel is requested there will be a charge of \$1,000 per trip (up to three trips). This amount is not included in the calculated expenses.

### Payments for Fees & Services:

Professional fees and expenses will be invoiced as follows:

**1<sup>st</sup> Payment:** 1/3 of the Recruitment Fee (invoice sent upon acceptance of our proposal).

**2<sup>nd</sup> Payment:** 1/3 of the Recruitment Fee and expenses incurred to date (invoice sent following the recommendation of candidates).

**Final Payment:** 1/3 of the Recruitment Fee and all remaining expenses (invoice sent after recruitment is completed).

Recruitment expenses will be itemized in detail. Payment of invoices is due within thirty (30) days of receipt (unless the client advises that its normal payment procedures require 60 days.)

<b>Recruitment Fee:</b>	<b>\$16,000</b>
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<b>Recruitment Expenses:</b> (not to exceed) Expenses include candidate due diligence efforts.	<b>\$1,500</b>
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<b>Advertising:</b> *Advertising costs over \$2,500 will be placed only with client approval. Client is billed only for actual cost.	<b>\$2,500*</b>
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<b>Total:</b>	<b>\$20,000**</b>
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\*\*This fee does not include travel and accommodations for candidates interviewed. Recruitment brochures are produced as electronic files.

## Guarantee

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### GovHR Guarantee

GovHR is committed to assisting our clients until a candidate is appointed to the position. Therefore, no additional professional fee will be incurred if the client does not make a selection from the initial group of recommended candidates and requests additional candidates be developed for interview consideration. Additional reimbursable expenses may be incurred should the recruitment process require consultant travel to the Client.

Upon appointment of a candidate, GovHR provides the following guarantee: should the selected and appointed candidate, at the request of the client or the employee's own determination, leave the employ of the client within the first 12 months of appointment, we will, if desired, conduct one additional recruitment for the cost of expenses and announcements only. This request must be made within six months of the employee's departure.

### Why Choose GovHR?

- We are a leader in the field of local government recruitment and selection with experience in more than 31 states, in communities ranging in population from 1,000 to 1,000,000. More than 28% of our clients are repeat clients showing a high level of satisfaction with our work. We encourage you to call any of our previous clients.
- We are committed to bringing a diverse pool of candidates to your recruitment process. We network extensively with state, city and county management associations, attending more than 20 state and national conferences each year. In addition, we support and attend the meetings of League of Women in Government, the Local Government Hispanic Network, National Forum for Black Public Administrators and Engaging Local Government Leaders.
- We conduct comprehensive due diligence on candidates. Before we recommend a candidate to you, we will have interview them via video, conducted reference calls, and media and social media searches. Our knowledge of local government ensures that we can ask probing questions that will verify their expertise.
- We are your partners in this important process. You are welcome to review all the resumes we receive and we will share our honest assessment of the candidates.
- Our goal is your complete satisfaction. We are committed to working with you until you find the candidate that is the best fit for your position.

## Signature Page

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We believe we have provided you with a comprehensive proposal; however, if you would like a service that you do not see in our proposal, please let us know. We can most likely accommodate your request.

This proposal will remain in effect for a period of six months from the date of the proposal. We look forward to working with you on this recruitment and selection process!

**Client Name/Organization** \_\_\_\_\_

**Client Contact Name/Position** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Billing Contact** \_\_\_\_\_

**Billing Contact Email** \_\_\_\_\_

## Optional Assessment Center

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If requested, GovHR will perform an Assessment Center for candidates selected for interview as part of the selection process. An Assessment Center is a useful tool for identifying and evaluating the strengths, areas for improvement, skills, and abilities of the candidates. GovHR consultants will prepare all the related documents and scoring sheets for any three (3) of the following exercises to be completed on the Assessment Center day:

- ◆ In-Basket Exercise
- ◆ Written/Oral Presentation Exercise
- ◆ Leaderless Group Exercise
- ◆ Structured Interview
- ◆ Budget Analysis Exercise
- ◆ Personnel Issues Exercise
- ◆ Other exercise of the Client's choosing

Optional Assessment Center Fee: \$7,500\*

\*The fee assumes that the Assessment Center will be held on one day and be limited to no more than five candidates. For each additional candidate, the fee will increase by \$750.

The fee includes the preparation of the Assessment Center material and a written report outlining the findings of the Assessment Center as reported by the Assessors. We will assist the client in selecting three (3) professionals from outside the organization to serve as Assessors in evaluating each candidate's strengths and weaknesses. The client will be responsible for paying a \$500 stipend to each Assessor (and possible mileage or other transportation costs for the assessors).

The Assessment Center fee does not include lodging, travel and meal expenses for the GovHR facilitator(s) to be on-site for the Assessment Center. Actual expenses will be billed in addition to the fee. If the client chooses to add the Assessment Center option, the fees and expenses for this will be billed separately.

## Optional Services

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### GovTemps USA

Need an Interim? GovTempsUSA, a subsidiary of GovHR USA, specializes in the temporary placement of positions in local government. The firm offers short-term assignments, in addition to long-term and outsourced arrangements. Our placement professionals at GovTempsUSA have typically enjoyed distinguished careers in local government and displayed a commitment to public service throughout their career.

### Recorded One-Way Video Interview of Candidates

Candidates we recommend for your consideration can complete a one way video interview with 3 to 5 questions that will be recorded and which you can review electronically at your convenience. This can occur prior to making your decision on which candidates to invite for an interview. Cost \$100 per candidate.

### Leadership/Personality Testing

GovHR has experience working with a wide variety of leadership and personality assessment tools, depending on the qualities and experiences the client is seeking in their candidates. These include but are not limited to Luminaspark, Caliper, DISC and others. Depending on the evaluation type selected fees can range between \$100 to \$500 per candidate.

### 360° Evaluation

As a service to the Client, we offer the option to provide you with a proposal for a 360° performance evaluation for the appointed position at six months into his or her employment. This evaluation will include seeking feedback from both elected officials and department directors, along with any other stakeholder the Client feels would be relevant and beneficial. This input will be obtained on a confidential basis with comments known only to the consultant. If you are interested in this option, GovHR will prepare a proposal for this service.



## Consultant Biography

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### **James Dinneen** **Vice President**

James Dinneen's career spans over 42 years in the public sector which includes 16 plus years as a City or County Manager. In addition, he has over 26 years in executive leadership roles in Public Works, Solid Waste, Transportation, Budgeting, and Planning.

Following 17 years in Dayton, Ohio where he advanced from Planner to Deputy Public Works/Director of Operations, he became the Director of Montgomery County Ohio's Department of Solid Waste and Public Works. In 1995, he was promoted to Assistant County Administrator and was responsible for numerous management reorganizations and projects, such as the successful public/private partnership named Riverscape including \$23 million worth of public infrastructure creating a regional interactive theme park. Development of a criminal justice and administrative services master plan including a new \$30 million juvenile detention center and the implementation of a county wide facility reinvestment and capital depreciation program.

In 2002, Mr. Dinneen was recruited back to the City of Dayton, Ohio as its City Manager to streamline the organization and prevent a looming fiscal crisis. During this time he did the following: brought Dayton's budget under control by aggressive actions that erased a year end deficit of \$12 million by eliminating 345 positions, reducing overtime and restricted future hiring. Developed 5 housing and urban redevelopment initiatives defining a new strategy around community anchors, introduced a new Community Oriented Policing Enforcement Program (COPE), exercised leadership in collaboration with regional partners in implementing County-wide dispatching, combining SWAT teams, and emergency management services.

In 2006, he became the County Manager of Volusia County, Florida. He was tasked to restructure for greater efficiency an organization of 4,000 employees. This reorganization became even more critical and complicated as the U.S. economy entered the Great Recession of 2007-2014. During his tenure of 12 years, before his retirement in 2018, he accomplished the following: Implemented major tax reductions starting in 2007 while ensuring service stability saving citizens of over \$200 million while reducing the workforce by 500 full time positions. Developed and implemented a plan known as "Go to Zero" that achieved zero debt in the General Fund in 2018, completed the consolidation of emergency dispatch services county-wide and managed over \$500 million in infrastructure construction. Implemented a county-wide emergency transport system (EVAC), developed a county diversity and inclusion strategic masterplan, implemented a Green Volusia program, developed a county dynamic masterplan which won a 2018 NACO award.

Over the course of his long career, Mr. Dinneen has developed in-depth professional expertise in the following skill areas: Community Engagement, Personnel Management, Budgetary/Fiscal Management, Labor Relations/Negotiations, Reorganizations, Economic Development, Construction/Capital Project Management, and Strategic Planning.

### **Educational Background**

1972 Bachelor of Arts in Anthropology, University of Dayton, Dayton, OH  
1975 Master of Arts in Urban and Regional Planning, Virginia Tech University, Blacksburg, VA  
1977 Master of Arts in Public Administration, University of Dayton, Dayton, OH  
2004 Graduate of Senior Executive Program, John F. Kennedy School of Government, Harvard University, Cambridge, MA

### **Professional Work Experience**

1975-1978 Department of Planning, City of Dayton, OH  
1978-1982 Senior Budget Analyst, City of Dayton, OH  
1982-1985 Superintendent of Fleet Management, City of Dayton, OH  
1985-1992 Deputy Director of Public Works, City of Dayton, OH  
1992-1995 Director Department of Solid Waste, Montgomery County, OH  
1995-2002 Assistant County Administrator, Montgomery County, OH  
2002-2006 City Manager, Dayton, OH  
2006-2018 County Manager, Volusia County, FL

### **Professional Affiliations**

ICMA (International City-County Management Association), Member  
Team Volusia Economic Development Corporation, Member  
Halifax Urban Ministries, Board Member

## **HEIDI J. VOORHEES**

### **PRESIDENT**

Heidi Voorhees is the president and co-owner of GovHR USA and possesses more than 30 years of collective experience working in local government. She has served as both a municipal leader and partner with local governments and nonprofits, handling executive search and management consulting. Heidi's exceptional communication style and lasting relationships have positioned her as a widely-respected leader in her field across the U.S. She is deeply focused on understanding the culture of each organization that GovHR USA serves.

Executive searches conducted by Heidi for GovHR USA are uniquely tailored around clients and achieved through consensus-building and decision making with a wide range of community leaders. This in-depth and thorough consulting method sets Heidi apart from others in her industry; she leads executive talent searches that expertly identify imperative skill-sets and provide a robust match for core values and professional environment.

The crucial ability to understand the needs, challenges and perspectives within clients' organizations are ingrained in Heidi's fundamental strengths; she works in a highly-effective manner with elected and appointed officials to assist them in making critical personnel decisions. Through this exemplary approach, she understands the intricacies that exist within organizations and communities. Realizing the importance

of her clients’ human resource and executive management needs, Heidi works tirelessly to advise and consult, so that she can strategically connect the best talent available with her clients.

Heidi is extremely passionate about her commitment to advancing women and minorities in local government, which is also a strong emphasis of GovHR USA. She believes in conducting extensive outreach in the search for talented individuals which results in highly qualified candidates from all backgrounds.

**Professional Education, Training and Instruction**

- Bachelor of Science degree in Political Science, Illinois State University, IL
- Master’s degree in Public Affairs from the School of Public and Environmental Affairs, Indiana University, IN
  - Fellow at Eli Lilly State and Local Government Fellowship Program
  - Distinguished Alumnus

**Professional Development and Speaking Engagements**

- Trainer/Speaker on Recruitment Selection: Legacy Project Annual Conference, International City and County Management Association annual conference, Illinois City and County Management Association (ILCMA) conference, Wisconsin City and County Management Association conference, Michigan Municipal Executives, Ohio City and County Management Association, American Public Works Association—Chicago Metro Chapter, Illinois Association of Municipal Management Assistants, Northern Illinois University Civic Leadership Program, and Great Lakes Leadership Academy
- Former Adjunct Instructor: Center for Public Safety, Northwestern University Campus
- Former Instructor: Master’s Degree Program in Public Policy and Administration, Northwestern University
- Former Trainer: Executive Management Program on Management, Community Relations, and Organizational Culture for Law Enforcement

**Memberships and Affiliations**

- Co-founder of The Legacy Project, an organization dedicated to advancing women in Illinois local government
- Chicago Metropolitan Managers’ Association, Past Board Member
- Illinois City and County Management Association (ILCMA), Past Board Member
- International City and County Management Association (ICMA), Member
- Leadership Greater Chicago Program, Past Participant
- Active Rotarian for 26 years, Charter Member for Wilmette Harbor Rotary

**Local Government Professional Background:**

19 Years of Local Government Leadership and Management

- Village Manager, Village of Wilmette, IL 1990-2001
- Assistant Village Manager, Village of Wilmette, IL 1986-1990
- Assistant to the Village Manager, Village of Schaumburg, IL 1984-1986
- Budget Analyst, City of Kansas City, MO 1983-1984
- Cookingham-Noll Fellow, City of Kansas City, MO 1982-1983



Community & Economic Development Recruitments

TYPE	STATE	CLIENT	POSITION	POPULATION	YEAR
Community & Economic Development	Alabama	Decatur	Director of Development	54,844	2020
	Arizona	Central Arizona Regional Economic Development Foundation	Executive Director	Multi	2012
	Colorado	Eagle	Community Development Director (Virtual)	6,739	2019
		Eagle County	Community Development Director	53,000	2018
	Illinois	Brookfield	Community & Economic Development Director	19,500	2014
		Calumet City	Community & Economic Development Coordinator	37,000	2013
		Clarendon Hills	Community Development Director	8,572	2012
		Columbia	Community Development Director (Professional Outreach)	10,273	2018
		Decatur	Community Development Director	76,178	2020
			Economic and Community Development Director	76,178	2017
		Des Plaines	Community & Economic Development Director	58,364	2016
		Elgin	Community Development Director	108,000	2010
			Senior Planner	108,000	2016
		Elk Grove Village	Director of Marketing & Business Development	34,737	2010
		Evanston	Community & Economic Development Director	75,000	2010
					2013
		Franklin Park	Community Development Director	17,898	2012
		Gurnee	Community & Economic Development Director	31,295	2014
		Highland Park	Director of Community & Economic Development	31,365	2013
		Joliet City Center Partnership	Vice President	Multi	2012
	Knox County Area Partnership for Community & Economic Development	Executive Director	Multi	2014	
	La Grange	Director of Community Development	15,732	2016	
	Lake County Partners	President/CEO	Multi	2011	
	Lisle	Development Services Director & General Recruitments	22,930	2017	
	Northfield	Director of Community & Economic Development	5,400	2011	



**Community & Economic Development Recruitments**

TYPE	STATE	CLIENT	POSITION	POPULATION	YEAR
Community & Economic	Illinois	Oak Park	Assistant Director of Development Customer Services	51,774	2017
		Plainfield	Director of Planning	41,734	2016
			Economic Development Director	41,734	2016
		Round Lake	Community & Economic Development Director	18,375	2017
		Skokie	Economic Development Specialist	66,468	2009
		St. Charles	Economic Development Division Manager	33,264	2009
		Tri County Regional Planning Commission	Executive Director	Multi	2014
		Wauconda	Community Development Director	13,758	2018
		West Dundee	Community Development Director	8,000	2014
		Westmont	Director of Community Development (Virtual)	26,211	2018
		Will County Center for Economic Development	Vice President	Multi	2012
		Winnetka	Community Development Director	12,422	2017
		Wheeling	Director of Community Development	27,066	2020
			Director of Economic Development	27,066	2020
		Effingham Regional Growth Alliance	Executive Director/CEO	Multi	2020
	Indiana	Highland	Redevelopment Director	23,127	2017
	Iowa	Des Moines	City Manager/Economic Development Director	203,400	2011
	Michigan	Rochester Hills	Economic Development Director	73,125	2016
		Ferndale Downtown Development Authority	Executive Director	20,428	2019
	Minnesota	Woodbury	Community Development Director	70,559	2019
	Missouri	University City	Assistant to the City Manager/Economic Development Director	35,172	2018
	Montana	Bozeman	Community Development Director	39,860	2016
	North Carolina	Asheville	Director of Development Services	87,236	2017
		Fayetteville	Chief Development Officer	210,000	2011
			Development Services Director	210,000	2017
	Texas	Garland	Planning & Comm. Dev. Dir.	233,206	2014
	Wisconsin	Baraboo	Executive Director - Community Development Authority	11,755	2010
Franklin		Economic Development Director	36,155	2018	
			36,310	2015	
Green Bay		Plan Review Administrator	104,779	2015	
Wauwatosa		Economic Development Director	47,000	2009	



**Florida Client List**

<b>STATE</b>	<b>CLIENT</b>	<b>POSITION</b>	<b>POPULATION</b>	<b>YEAR</b>
<b>Florida</b>	<b>Alachua County</b>	Human Resources Director	<b>259,964</b>	2017
		Court Services Director (Virtual)	<b>263,496</b>	2018
	<b>Deerfield Beach</b>	Assistant Senior Services Director	<b>75,018</b>	2016
	<b>Largo</b>	Assistant City Manager	<b>82,244</b>	2018
		Director of Public Works	<b>82,244</b>	2018
	<b>Marion County</b>	County Administrator	<b>337,362</b>	2015
	<b>Pasco County</b>	County Administrator	<b>475,502</b>	2016
	<b>Pinellas County</b>	Director of Human Resources	<b>970,600</b>	2020
		Deputy County Administrator/Chief of Staff	<b>970,600</b>	2019
	<b>Pinellas Park</b>	Chief Technology Officer	<b>52,137</b>	2019